
Subject: Commodity Supplemental Food Program

Effective Date: October 1, 2007

Revised from: October 1, 2006

Policy: Local Agencies shall refer any non-breastfeeding up to 12 months postpartum woman or child turning 5 years of age, whose WIC certification is expiring, to the CSFP Agency in the client's residential catchment area.

The Commodity Supplemental Food Program (CSFP) in KS began July 1, 1988 at the three major metropolitan sites in the state: Wichita, Kansas City and Topeka. CSFP provides a food package to infants, children up to 6 years old, pregnant women, and women up to one year after their delivery date. Clients are not allowed to participate in WIC and CSFP at the same time. Income eligibility criteria are the same for women, infants, and children applying for WIC and CSFP. CSFP is also available for elderly with a household income of less than 130% of poverty level per year.

Cross-Lines Cooperative Council, Inc. administers the program for Wyandotte, Johnson and Leavenworth Counties; United Methodist Urban Ministries administers the program for Sedgwick, Sumner, Kingman, Reno, Harvey, Butler, Cowley, Pratt, Harper & Chautauqua Counties; and Let's Help, Inc. for Shawnee, Wabaunsee, Osage, Douglas, Jefferson, Jackson and Pottawatomie Counties. All three sites have coordination and outreach with the WIC LA in their counties.

On April 1, 2006, KDHE transferred the overall administration of the CSF Program to SRS.

Procedure:

1. Local Agencies refer to the appropriate CSFP agency, any client who resides in one of the following counties, if the client is a non-breastfeeding woman who is 6 months beyond her delivery date; or, any child turning 5 years of age, whose WIC certification is expiring:
 - a. Let's Help in Topeka for Shawnee, Wabaunsee, Osage, Pottawatomie, Jackson, Jefferson, Douglas and Riley Counties;
 - b. Cross-Lines Cooperative in Kansas City for Wyandotte, Leavenworth and Johnson Counties; and
 - c. United Methodist Urban Ministry in Wichita for Sedgwick, Cowley, Butler, Harvey, Reno, Sumner, Kingman, Pratt, Harper and Chautauqua Counties.
2. In addition to the referrals mentioned in Step 1, refer a person to CSFP when she or he resides in the CSFP catchment area and is not enrolled in WIC because the person:
 - a. has no nutritional risk criteria;
 - b. decides she or he does not want to participate in WIC, or
 - c. is placed on a WIC waiting list. (A waiting list occurs very rarely and is only determined by the State Agency.)

3. Document referrals on the Referrals Window in KWIC. Add notes using the Notes link with additional information as needed.